

POSITION DESCRIPTION (REPRODUCED AT GOVERNMENT EXPENSE)				Instructions on the Back		1. Agency Position No.	
<input type="checkbox"/> Redescription <input checked="" type="checkbox"/> New <input type="checkbox"/> Hdqtrs. <input checked="" type="checkbox"/> Field				Employing Office Location		5. Duty Station	
<input type="checkbox"/> Reestablishment <input type="checkbox"/> Other				Orlando, FL		Research Park	
Explanation (Show any positions replaced)				7. Fair Labor Standards Act		8. Financial Statements Required	
				<input checked="" type="checkbox"/> Exempt <input type="checkbox"/> Nonexempt		<input checked="" type="checkbox"/> Executive Personnel Financial Disclosure <input checked="" type="checkbox"/> Employment and Financial Interests	
				10. Position Status		11. Position Is:	
				<input checked="" type="checkbox"/> Competitive		<input type="checkbox"/> 1-Non-Sensitive <input type="checkbox"/> 3-Critical Sensitive	
				Excepted (Specify in Remarks)		<input checked="" type="checkbox"/> Supervisory <input type="checkbox"/> 2-Noncritical Sensitive <input type="checkbox"/> 4-Special Sensitive	
				SES (Gen.) <input type="checkbox"/> SES (CR) <input type="checkbox"/>		13. Competitive Level	
						14. Agency Use	
5. Classified/Graded by				Official Title of Position		Pay Plan	
a. U.S. Office of Personnel Management						Occupational Code	
b. Department, Agency or Establishment						Grade	
c. Second Level Review						Initials	
d. First Level Review				Project Director		Date	
e. Recommended by Supervisor or Initiating Office				GS		301	
16. Organizational Title of Position (if different from official title)						13	
18. Department, Agency, or Establishment				c. Third Subdivision			
Department of the Army				Project Office, Combined Arms Assessment N			
a. First Subdivision				d. Fourth Subdivision			
U. S. Army Materiel Command				(PO CAAT) (OCA)			
b. Second Subdivision				e. Fifth Subdivision			
U. S. Army STRICOM				Signature of Employee (optional)			
19. Employee Review—This is an accurate description of the major duties and responsibilities of my position.							
20. Supervisory Certification. I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations.							
a. Typed Name and Title of Immediate Supervisor				b. Typed Name and Title of Higher-Level Supervisor or Manager (optional)			
EDWIN A. TRIER							
DEPUTY PROJECT MANAGER, CATT							
Signature				Date			
1/15/53							
21. Classification/Job Grading Certification. I certify that this position has been classified/graded as required by Title 5, U.S. Code, in conformance with standards published by the U.S. Office of Personnel Management or, if no published standards apply directly, consistently with the most applicable published standards.				22. Position Classification Standards Used in Classifying/Grading Position			
Typed Name and Title of Official Taking Action				OPM PCS for GS-301, Jan 79			
OZ CORBIN, JR.							
PERSONNEL MANAGEMENT SPECIALIST							
Signature				Date			
1/19/93							
23. Position Review				Initials		Date	
a. Employee (optional)							
b. Supervisor							
c. Classifier							
24. Remarks							
Position is at full performance level							
25. Description of Major Duties and Responsibilities (See Attached)							

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SUPERVISORY CONTROLS

General supervision is provided by Manager and/or Deputy Manager, Project Office Combined Arms Assessment Network (PO CAAN), who (1) assigns programs, identifying goals to be achieved; and (2) relies on incumbent to plan, forecast, schedule and execute the actions necessary to achieve program objectives. Incumbent is expected to utilize ingenuity, initiative and resourcefulness in developing strategies and in managing the direction, integration and control of all essential program elements consistent with the program plan. Work is reviewed for accomplishment of milestones, ability to stay within funding limitations and adequacy of the end product.

MAJOR DUTIES

PM SEAR'S
Serves as Senior Project Director (PD) in ~~PO CAAN~~ with complete responsibility and authority for the management of assigned projects. These projects typically will have high level visibility and be the most difficult to manage. The projects employ technologically sophisticated devices which utilize complex computer simulations, involve advances in state-of-the-art, and require expedited completion. Management responsibilities include planning, directing and controlling the design, development, fabrication, test, and evaluation of major Army, other services and DoD level experiments. Incumbent must possess in-depth knowledge of all functional activities required for effective management of assigned projects, together with extensive managerial capabilities to accomplish his/her duties.

1. Incumbent plans, directs, organizes, controls, coordinates, reviews and approves the efforts of engineering, technical and support personnel of STRICOM, the Naval Training Systems Center and contractors so that the proposed experiments are consistent with cost, schedule and performance requirements. Exercises centralized authority and control over all program resources. Determines composition of team of professional and technical specialists, with team usually consisting of an engineer, financial manager, contract negotiator, and other support personnel as required. Serves as the final point of authority to all team members, contractors, and other participants on assigned projects. Maintains sole responsibility for resolving divergent viewpoints and for making critical decisions resulting from unforeseen situations which develop on an almost daily basis, i.e., employing contractor proposed new approaches which may significantly enhance performance but entail additional unplanned funding. Establishes processes and procedures to facilitate program management and task accomplishment. Plans, organizes and schedules concurrent activities by team members, defining the standards for quality and timeliness and assessing results in terms of schedule, cost and risk involved. Through daily contact with team members and analysis of periodic reports, ascertains

the status of projects, difficulties encountered, etc. Provides team members' supervisors of record information concerning work performance for consideration in employee performance evaluations.

2. Develops a program plan based on a comprehensive analysis of the requirements. Defines program requirements, translates requirements into discrete, attainable objectives, scheduled to coincide with the expected date of delivery. Applies a working knowledge of all functional areas involved in the development of a schedule which will result in the integration and completion of all program elements.

3. Periodically schedules and conducts reviews to evaluate progress and technical adequacy, assure understanding of the total requirement and established integrity of the design of experiments. Analyzes results of reviews and tasks team members to develop approaches to correct present or anticipated deficiencies. Plan, directs and coordinates scheduled and unscheduled program functional reviews with contractor. Synchronizes these reviews and other activities to assure that significant findings and accomplishments of intermediate goals or major milestones are reported. Conducts unscheduled reviews when significant deviation from the planned effort is identified, i.e., slippage from anticipated milestones, test problems, etc. May direct the discontinuance of further development which will extend the schedule and necessitate additional costs when, in incumbent's opinion, the essential requirements have not been achieved. Resolves matters wherein the contractor is unable to comply with certain contractual obligations or is unable to fulfill particular specifications.

4. Plans, schedules and coordinates testing. Conducts a variety of examinations throughout the program to determine how well the system is meeting or will meet its requirements; provides data which serve as a basis for decisions concerning risks; verifies that previously identified problems have been corrected and allow direction of further remedial action as necessary.

5. Plans for and participates in In-Process Reviews with representatives from DA, other services and/or DoD, to evaluate the effectiveness, and suitability of the experiment and to make recommendations concerning the program. Prepares formal comments/recommendations concerning the proposed courses of action. Serves as PO CAAN representative and point of contact with DA, other services, and DoD. Keeps informed on all aspects of assigned programs in order to conduct briefings, respond to inquiries, furnish authoritative technical advice and offer recommendation on matters such as the continuation of actual termination of a particular program when the customer's interests are not being served.

Performs other duties as assigned.

NON-CRITICAL ACQUISITION POSITION AMENDMENT TO PD# NL 0851K 003

"The employee must meet DoD 5000.52-M requirements applicable to the duties of the position."